

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES**

**ON**

**AUGUST 8**

**22**

The regular scheduled meeting of the Board of Trustees of Turtlecreek Township was held on August 8, 2022 at 7:00 P.M. with the following persons present:

TRUSTEES: Jim VanDeGrift and Jonathan Sams (Dan Jones was absent)

FISCAL OFFICER: Amanda Childers

GUEST: Tammy Boggs, Mike Jameson, Brian Elleman, Brad Edrington, Dave Siebert, Cathy Deters, Jackie Davis, Doug Koenig and Rhonda Koenig

The meeting opened with Mr. VanDeGrift leading the Pledge of Allegiance.

The minutes of the meeting held on July 26, 2022 were received by the Trustees prior to the meeting for review. Since there were no additions or corrections, Mr. Sams moved for acceptance, seconded by Mr. VanDeGrift. All were in favor and the minutes were approved as written.

The Fiscal Officer notified the Trustees that the financial reports for the previous month were available for their review. By motion of Mr. Sams and seconded by Mr. VanDeGrift the following reports were approved. Cash Summary by Fund (month to date and year to date), Fund Status Report, and Bank Reconciliation for the previous month.

Cathy Deters of Energy Alliances presented the Board with an update on the Electric Aggregation Program. The current contract period will run out in September and there are no good rate options due to the current economic climate. Ms. Deters stated that the electric billing will return to Duke until better rates can be obtained. Duke Energy will send out letters to the residents explaining the change. Mrs. Deters stated that Duke will be negotiating rates in September to November for 2023. After that rate is known, Energy Alliance will have a better idea what rate they need to be competitive. Ms. Deters also stated the Gas Aggregation customers which were already returned to Duke in May will be back with the Gas Aggregation with a rate of .0839 in October of this year.

Department Reports:

**Fire/EMS:**

Michael Jameson, Fire Chief, requested approval for Austin Parker to attend paramedic school at Butler Tech with a four-year commitment for service contract. The cost for paramedic school is approximately \$10,000.00 which will be paid by Turtlecreek Township. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-01**. (A copy of the resolution is included in the minutes).

Chief Jameson requested approval to rescind Resolution 22-07-06 for a pay increase for Jeffrey Dahlhoff effective July 16, 2022. Mr. Sams made a motion seconded by Mr. VanDeGrift to approve the rescission of Resolution 22-07-06 as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-02**. (A copy of the resolution is included in the minutes).

Chief Jameson requested approval for a pay increase for Jeffrey Dahlhoff to \$17.12 per hour for completion and passing of his paramedic certification effective July 16, 2022. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-03**. (A copy of the resolution is included in the minutes).

Chief Jameson informed the Board that both he and the Assistant Fire Chief recommend Corey Gerdeman to attend Firefighter Level 1 training at the Warren County Career Center. Mr. Gerdeman will be required to sign a Fire Fighter/EMS contract with a two-year commitment for the Township to cover the cost of \$1,685.00. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-04**. (A copy of the resolution is included in the minutes).

Chief Jameson informed the Board that that he and the Assistant Fire Chief recommend that Matthew Gray be hired as a Full Time EMT-Paramedic working 24-hour shifts. Mr. Gray will be paid \$17.00 per hour effective August 24, 2022. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-08**. (A copy of the resolution is included in the minutes).

Chief Jameson requested approval to provide a scheduling status change for Chris Bartesko, Alex Beltran, Jessica Conway and Shannon Deye. These employees are currently required to work a 24-hour shift per pay period and they will now be required to work a 24-hour shift per month effective August 1, 2022. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-09**. (A copy of the resolution is included in the minutes).

Chief Jameson request approval to purchase 2 sets of fire turnout gear at an approximate amount of \$6,607.63 from Fire Safety Services Inc. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the purchase of 2 sets of fire turnout gear at a cost of \$6,607.63. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-10**. (A copy of the resolution is included in the minutes).

Chief Jameson informed the Board that the Fire Department has multiple positive pressure fans that are no longer needed. The Chief contacted Carlisle Fire Department and they are interested in a couple of the fans. The Chief will contact Franklin Fire Department to see if they would also be interested.

Chief Jameson requested approval to list the old compressor used to fill SCVA bottles from the 1980's on GovDeals, as well as 2 old cots. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve listing the items as stated above on GovDeals. All present voiced a "YEA" vote and the motion passed.

Chief Jameson informed the Board that the Aladtec scheduling software will be invoiced on a monthly cycle effective August 2022.

#### **Road and Bridge:**

Dave Siebert, Road and Bridge Supervisor, discussed the possibility of having a policy regarding speed bumps for the township. No policy was adopted.

Mr. Siebert informed the Board that he had a walk through for the unaccepted portion of Cedar Trace Subdivision in preparation of the Township accepting said portion. Mr. Siebert stated that the asphalt is in very good condition. There are two lots yet to be built. Mr. Siebert informed the Board that one resident had added rocks to the ditch on both sides of their driveway. One area will need the rocks to be lowered to below grade by the homeowner. Also, no parking signs will be requested for the hydrant side of the street as well as the cul-de-sacs. (Mrs. Boggs will send a letter to the resident who placed rocks in their ditch informing them of their maintenance requirements.)

Mr. Siebert informed the Board regarding the Hoffmann Swale that his crew did a great job placing twenty-six loads of dirt along the berm wall as recommended by the preliminary Fishbeck study as a stop gap measure at the back of three properties. No change was made to the flow characteristics of the water or swale.

Mr. Siebert spoke with Mr. Flinders who wanted to install a concrete curb in the ditch, he instead placed rock and gravel below the grade. Mr. Boggs will send a courtesy letter informing him of his maintenance requirements for the ditch.

Jim VanDeGrift requested a list of roads and the current and past maintenance for review with Mr. Siebert.

Mrs. Boggs reminded the Board that the Board previously discussed signage for the Township roads and for the administrative building. Brad Edrington will get pricing for an electronic sign for Station 32 and possibly 33. Mr. Sams said he would check into the State Capital Budget for Township Road signage. Mr. Siebert will find the previously discussed designs and bring them to the next meeting.

#### **Administration:**

Tammy Boggs, Township Administrator, informed the Board that she received a notice from the US Army Corps of Engineers regarding a permit from Doyle Hughes Development LLC requested authorization for the proposed discharge of dredged and/or fill material into waters of the United States. It will affect .17 acres from two streams and .09 acres of 2 wetland areas in association

with the construction of the residential development. Mrs. Boggs spoke to Warren County Soil and Water, and they said they will monitor this project.

Mrs. Boggs requested ratification for expenditures authorized by Township Administrator or Township Officer or Employee authorized by Township Administrator in the cumulative amount of \$1,526.83. The purchases are \$6.86 from Pride Seals, \$219.00 from Jack Small Engines, \$269.00 from The Home Depot and \$1,031.97 from Ace Hardware. Mr. Sams made a motion, seconded by Mr. VanDeGrift to subsequently approve the expenditures in the cumulative amount of \$1,526.83. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-05**. (A copy of the Resolution is included in the minutes.)

Mrs. Boggs requested a Resolution approving the Township participation in Region 14 Governance Structure Under the OneOhio Memorandum of Understanding. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-06**. (A copy of the resolution is included in the minutes).

Mrs. Boggs requested a Resolution to authorize an increase in the Micro-Purchase threshold and adopt the Uniform Guidance Procurement Policy for use of the American Rescue Plan Act of 2021 funding. This Resolution will be in effect from this date and applicable until the end of the current fiscal year of the Township December 31, 2022. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Resolution as stated above. All present voiced a "YEA" vote and the motion was passed with **Resolution 22-08-07**. (A copy of the resolution is included in the minutes).

Mrs. Boggs informed the Board that Warren County Regional Planning did not approve the Bella Vista Events PUD State 2 request. The property owner did not want to combine her two lots to bring the acreage closer to the ten-acre requirement. The PUD will go to the Warren County Commissioners for review.

Mrs. Boggs informed the Board she received a letter from Warren County Regional Planning regarding Shaker Run Section 6 Phase C, Part 2, requesting comments. The Trustees and Fire Chief request that temporary turn arounds be added for emergency vehicles, no landscaping or trees be placed between the sidewalk and the street and no parking allowed on the hydrant side of the street. (A letter will be sent to Warren County Regional Planning stating this information.)

Mrs. Boggs informed the Board that Warren County Soil and Water will hold their annual meeting on August 24, 2022 at Armco Park Pavilion at 5 p.m. She has one available ticket.

#### **General Reports:**

#### **CORRESPONDENCE:**

##### **IN:**

Resolution to Warren County Commissioners authorize Warren County Engineer to prepare and submit an application to participate in the Ohio Public Works Commission State Capital Improvement Program relative to the Warren County Turtlecreek Township all project.

Letter to Warren County Regional Planning regarding Bella Vista Events PUD Stage 2.

Email from Power School regarding information on developments that would affect Springboro Schools.

Email for public records request for video or audio tapes of trustees meeting.

Email from Mr. Phillips regarding golf balls damaging property at Shaker Run.

##### **OUT:**

Letter to Warren County Regional Planning regarding Bella Vista Events PUD Stage 2.

Email to Power School regarding information on developments that would affect Springboro Schools.

Letter to USA Ambulance regarding donation of ambulance for training.

Letter to Mr. & Mrs. Dunigan regarding high weeds nuisance.

Email to Mr. James regarding request for video or audio tapes of trustees meeting.

Email to Ms. Copella regarding a fire report.

**Fiscal Officer Reports:**

Amanda Childers, Fiscal Officer, informed the Board that the Bureau of Workers Compensation conducted an audit of the Township’s 2021 payment and calculation of amount owed. It was found that the lighting district fees paid to the fiscal officer in the amount of \$951.00 need to be included in the calculation. The BWC will correct the billing and the Fiscal Officer expects the amount due will be approximately \$25.00. This is not a late fee or penalty.

Mrs. Childers requested a resolution approving the Amended Appropriations to include \$616.43 in fund 2903 OneOhio Fund, \$819,780.88 in fund 2273 Coronavirus Local Fiscal Recovery Fund and \$135.00 in the 2902 Union Village Storm Water Service fund. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Amended Appropriations as stated above. All present voiced a “YEA” vote and the motion was passed with **Resolution 22-08-11**. (A copy of the resolution is included in the minutes).

Mrs. Childers requested authorization to sign the Certification of local funds for OPWD project Liberty Keuter Road and Emmons Road in the amount of \$232,943.00. Mr. Sams made a motion, seconded by Mr. VanDeGrift to approve the Certification of local funds for OPWD project Liberty Keuter Road and Emmons Road in the amount of \$232,943.00. All present voiced a “YEA” vote and the motion passed.

The Fiscal Officer presented the bills which were due and the following checks were approved and signed. Check Nos. 34109 through 34153 (copy to follow) and Vouchers 820-2022 through 880-2022.

The Fiscal Office reported the following income:

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
7/15/22	7/27/22	798-2022	STATE OF OHIO ONEOHIO OPIOID	2903-892-0000	\$616.43	ONEOHIO 2022 OPIOID SETTLEMENT (DIRECT DEPOSIT)
					<b>\$616.43</b>	
8/8/22	8/8/22	843-2022	CITY OF LEBANON	1000-591-0007	\$2,574.73	2ND QTR 2022 JEDD INCOME TAX PAYMENT
					<b>\$2,574.73</b>	
7/18/22	7/27/22	799-2022	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$964.85	LOCAL GOVT HB62 JULY 2022 (DIRECT DEPOSIT)
7/18/22	7/27/22	800-2022	WARREN COUNTY AUDITOR, MATT NOLAN	1000-532-0000	\$7,622.41	LOCAL GOVT JULY 2022 (DIRECT DEPOSIT)
7/25/22	8/2/22	817-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2011-536-0000	\$2,325.09	MOTOR VEHICLE LICENSE TAX JUNE 2022 (DIRECT DEPOSIT)
7/25/22	8/2/22	816-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2231-592-0000	\$2,141.40	NEW \$5 PERMISSIVE AUTO JUNE 2022 (DIRECT DEPOSIT)
7/25/22	8/2/22	819-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2231-104-0000	\$9,285.78	OLD \$5 PERMISSIVE AUTO TAX JUNE 2022 (DIRECT DEPOSIT)
7/25/22	8/2/22	818-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$2,078.69	CENTS PER GALLON JULY 2022 (DIRECT DEPOSIT)
7/25/22	8/2/22	820-2022	WARREN COUNTY AUDITOR, MATT NOLAN	2021-537-0000	\$18,618.94	GAS EXCISE TAX JULY 2022 (DIRECT DEPOSIT)
					<b>\$43,037.16</b>	
7/26/22	8/4/22	822-2022	PUBLIC ENTITY RISK SERVICES OF OHIO INC	1000-892-0000	\$141.83	CLAIM PAYMENT ST 31 FIREWALL LIGHTNING STRIKE
					<b>\$141.83</b>	
7/29/22	8/4/22	825-2022	STAROHIO	1000-701-0000	\$6,653.00	JULY 2022 INTEREST
7/31/22	8/4/22	826-2022	PRIMARY	1000-701-0000	\$4.99	JULY 2022 INTEREST
7/1/22	8/4/22	827-2022	US BANK	1000-701-0000	\$29.07	JULY 2022 INTEREST
7/1/22	8/4/22	828-2022	CD 15	1000-701-0000	\$337.68	JULY 2022 INTEREST
7/5/22	8/4/22	829-2022	CD 9	1000-701-0000	\$317.22	JULY 2022 INTEREST
7/15/22	8/4/22	830-2022	UST 2	1000-701-0000	\$234.38	JULY 2022 INTEREST
7/19/22	8/4/22	831-2022	CD 33	1000-701-0000	\$204.66	JULY 2022 INTEREST
7/25/22	8/4/22	832-2022	CD 7	1000-701-0000	\$317.22	JULY 2022 INTEREST
7/26/22	8/4/22	833-2022	FHLBANKS 1	1000-701-0000	\$725.00	JULY 2022 INTEREST
7/27/22	8/4/22	834-2022	CD 17	1000-701-0000	\$327.45	JULY 2022 INTEREST
7/28/22	8/4/22	835-2022	CD 22	1000-701-0000	\$347.92	JULY 2022 INTEREST
7/28/22	8/4/22	836-2022	CD 14	1000-701-0000	\$314.67	JULY 2022 INTEREST
7/28/22	8/4/22	837-2022	CD 16	1000-701-0000	\$337.68	JULY 2022 INTEREST
					<b>\$10,150.94</b>	
7/22/22	8/4/22	821-2022	KEMPER HEALTH	2191-299-0000	\$108.40	LIFE SQUAD SERVICES
7/29/22	8/4/22	823-2022	BLUE CROSS BLUE SHIELD OF ILLINOIS	2191-299-0000	\$85.79	LIFE SQUAD SERVICES
7/29/22	8/4/22	824-2022	TRICARE	2191-299-0000	\$203.50	LIFE SQUAD SERVICES
8/1/22	8/8/22	838-2022	TRAVELERS	2191-299-0000	\$387.48	LIFE SQUAD SERVICES
8/2/22	8/8/22	840-2022	THORSON, SWITALA, MONDOCK & SNEED LLP	2191-299-0000	\$92.74	LIFE SQUAD SERVICES
8/2/22	8/8/22	841-2022	MERIDIAN HEALTH PLAN OF MICHIGAN INC	2191-299-0000	\$261.45	LIFE SQUAD SERVICES
8/8/22	8/8/22	842-2022	CENTRAL STATES HEALTH & LIFE OF OMAHA	2191-299-0000	\$101.75	LIFE SQUAD SERVICES
7/25/22	8/2/22	801-2022	UMR	2191-299-0000	\$220.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/25/22	8/2/22	802-2022	ANTHEM BLUE	2191-299-0000	\$593.55	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/25/22	8/2/22	803-2022	UNITED HEALTHCARE	2191-299-0000	\$629.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/25/22	8/2/22	804-2022	CGS	2191-299-0000	\$1,954.64	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/26/22	8/2/22	805-2022	HUMANA	2191-299-0000	\$636.32	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/26/22	8/2/22	806-2022	CGS	2191-299-0000	\$675.61	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/27/22	8/2/22	807-2022	AETNA	2191-299-0000	\$200.51	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/27/22	8/2/22	808-2022	CIGNA	2191-299-0000	\$1,005.04	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/28/22	8/2/22	809-2022	BUCKEYE COMMUNITY	2191-299-0000	\$132.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/28/22	8/2/22	810-2022	STATE OF OHIO MEDICAID	2191-299-0000	\$132.20	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/28/22	8/2/22	811-2022	HUMANA	2191-299-0000	\$506.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/28/22	8/2/22	812-2022	NATIONWIDE	2191-299-0000	\$664.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/28/22	8/2/22	813-2022	CGS	2191-299-0000	\$692.14	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
7/29/22	8/2/22	814-2022	HNB-ECHO	2191-299-0000	\$174.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)

Post Date	Transaction Date	Receipt Number	Source	Account Code	Total Receipt	Purpose
7/29/22	8/2/22	815-2022	AARP SUPPLEMENTAL	2191-299-0000	\$395.37	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	844-2022	MOLINA HEALTHCARE	2191-299-0000	\$198.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	845-2022	MT CARMEL HEALTH PLAN	2191-299-0000	\$269.31	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	846-2022	MOLINA HEALTHCARE	2191-299-0000	\$391.33	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	847-2022	AETNA BETTER HEALTH	2191-299-0000	\$477.67	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	848-2022	UNITED HEALTHCARE	2191-299-0000	\$525.93	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	849-2022	ANTHEM BLUE	2191-299-0000	\$2,318.38	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	850-2022	CGS	2191-299-0000	\$2,725.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/2/22	8/8/22	851-2022	HWHO	2191-299-0000	\$392.58	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/2/22	8/8/22	852-2022	CGS	2191-299-0000	\$735.45	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/3/22	8/8/22	853-2022	MOLINA HEALTHCARE	2191-299-0000	\$345.09	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/3/22	8/8/22	854-2022	AETNA	2191-299-0000	\$463.56	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/3/22	8/8/22	855-2022	AETNA	2191-299-0000	\$622.46	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/3/22	8/8/22	856-2022	US DEPT OF THE TREASURY DEPT OF VA	2191-299-0000	\$886.77	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/4/22	8/8/22	857-2022	STATE OF OHIO MEDICAID	2191-299-0000	\$312.40	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/4/22	8/8/22	858-2022	UNITED HEALTHCARE	2191-299-0000	\$337.54	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/4/22	8/8/22	859-2022	BUCKEYE COMMUNITY	2191-299-0000	\$548.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/4/22	8/8/22	860-2022	UNITED HEALTHCARE	2191-299-0000	\$838.98	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/22	8/8/22	861-2022	CGS	2191-299-0000	\$406.75	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/22	8/8/22	862-2022	AETNA	2191-299-0000	\$622.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/5/22	8/8/22	863-2022	HNB-ECHO	2191-299-0000	\$762.00	LIFE SQUAD SERVICES (DIRECT DEPOSIT)
8/1/22	8/8/22	839-2022	MEDICOUNT MANAGEMENT INC	2191-299-0000	\$488.31	LIFE SQUAD SERVICES JUNE 2022 DEPOSITS
					<b>\$24,520.46</b>	

**Other Business:**

None.

**Visitor Concerns:**

None.

**Trustee Reports:**

A motion was made by Mr. Sams that the Board of Trustees adjourns into executive session to discuss All Township Personnel Employment matters pursuant to ORC 121.22 (G) (1) at 7:56 p.m. The motion was seconded by Mr. VanDeGrift and upon call of roll call, Mr. Sams “YEA” and Mr. VanDeGrift “YEA” the executive session was entered.

By motion of Mr. Sams that the Board of Trustees adjourns out of executive session and return to the open meeting and ask the Fiscal Officer to note in the minutes that NO ACTION WAS TAKEN. The motion was seconded by Mr. VanDeGrift the execute session ended. Upon call of roll, Mr. Sams “YEA” and Mr. VanDeGrift “YEA” the Board returned to regular session at 8:24 p.m.

There being no further business, Mr. Sams made a motion, seconded by Mr. VanDeGrift to adjourn the meeting. All present voiced a “YEA” vote and the motion passed.

The next regular meeting is scheduled for August 30, 2022 at 8:00 a.m.

Signed: \_\_\_\_\_ Chairman of the Board

Attest: \_\_\_\_\_ Fiscal Officer

**RESOLUTION 22-08-01  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**AUTHORIZING AUSTIN PARKER TO ATTEND PARAMEDIC SCHOOL AT BUTLER TECH AND SIGNING AN EMS CONTRACT THAT TURTLECREEK TOWNSHIP WILL PAY FOR THE SCHOOL WITH A FOUR (4)-YEAR COMMITMENT FOR SERVICE AND HOURS AS DEFINED BY JOB DESCRIPTION**

**WHEREAS**, Austin Parker wishes to attend paramedic school at the Butler Tech; and

**WHEREAS**, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Austin Parker attend the paramedic school; and

**WHEREAS**, the cost of the class will be the approximate fee of \$10,000.00 and Austin Parker will be required to sign a Fire Fighter/EMS contract with a commitment of four (4) years of service for the township paying for the school; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves Austin Parker to attend paramedic school with the township paying for the schooling. The source of the funds will be the EMS Fund (2191-230-590-0005 Other – Other Expenses EMS Training).

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 8<sup>th</sup> day of August, 2022

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

Attest: \_\_\_\_\_ Chief Fiscal Office

**RESOLUTION 22-08-02  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they rescind Resolution 22-07-06 regarding the pay increase for Jeffrey Dahlhoff effective July 16, 2022.

Resolution was initiated by Mr. Sams and seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 8<sup>th</sup> day of August, 2022

Signed: \_\_\_\_\_ ” YEA”

\_\_\_\_\_ ” YEA”

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 22-08-03  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**RESOLUTION AUTHORIZING THE PAY INCREASE  
FOR COMPLETION AND PASSING OF PARAMEDIC  
CERTIFICATION FOR JEFFREY DAHLHOFF**

**WHEREAS**, Jeffrey Dahlhoff has completed and passed his paramedic certification; and

**WHEREAS**, Jeffrey Dahlhoff should receive a pay increase to \$17.12 per hour for the completion and passing of his paramedic certification; and

**WHEREAS**, Jeffrey Dahlhoff pay rate will increase to \$17.12 per hour effective as of July 16, 2022; and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that the trustees approved the pay increase to \$17.12 per hour effective July 16, 2022.

Mr. Sams moved to adopt the foregoing Resolution. Mr. VanDeGrift seconded the motion and upon call of the roll the following vote resulted:

Mr. VanDeGrift	“YEA”
Mr. Sams	“YEA”

Resolution adopted this 8<sup>th</sup> day of August, 2022.

**THE BOARD OF TURTLECREEK TOWNSHIP TRUSTEES**

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Attest: \_\_\_\_\_

Chief Fiscal Officer

**RESOLUTION 22-08-04  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**AUTHORIZING COREY GERDEMAN TO ATTEND FIREFIGHTER LEVEL 1 AT  
WARREN COUNTY CAREER CENTER AND SIGNING A CONTRACT THAT  
TURTLECREEK TOWNSHIP WILL PAY FOR THE SCHOOL WITH A TWO (2)-  
YEAR COMMITMENT FOR SERVICE AND HOURS AS DESCRIBED BY THE  
CONTRACT**

**WHEREAS**, Corey Gerdeman wishes to attend Firefighter Level 1 school at the Warren County Career Center; and

**WHEREAS**, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Corey Gerdeman attend the Firefighter Level 1 school; and

**WHEREAS**, the cost of the class will be the approximate fee of \$1,685.00 and Corey Gerdeman will be required to sign a Fire Fighter/EMS contract with a commitment of two (2) years of service for the township paying for the school; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves Corey Gerdeman to attend Firefighter Level 1 with the township paying for the schooling. The source of the funds will be the Fire Fund (2192-220-590-0006 Other – Other Expenses Fire Training).

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 8<sup>th</sup> day of August, 2022

Signed: \_\_\_\_\_ “YEA”  
\_\_\_\_\_ “YEA”  
Attest: \_\_\_\_\_ Chief Fiscal Officer

**TURTLECREEK TOWNSHIP BOARD OF TRUSTEES  
WARREN COUNTY, OHIO**

Resolution Number: 22-08-05

Date of Resolution: August 8, 2022

**TOPIC OF RESOLUTION: BOARD RESOLUTION SUBSEQUENTLY APPROVING EXPENDITURES NOT EXCEEDING TWENTY-FIVE HUNDRED DOLLARS BY TOWNSHIP ADMINISTRATOR OR TOWNSHIP OFFICER OR EMPLOYEE AUTHORIZED BY TOWNSHIP ADMINISTRATOR**

**RESOLUTION**

**WHEREAS**, this Board adopted Resolution Number 16-04-12, dated April 26, 2016, authorizing the Township Administrator to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars, and further authorizing the Township Administrator to authorize other Township Officers and Employees to incur obligations on behalf of the Township not to exceed Two Thousand Five Hundred Dollars; and,

**WHEREAS**, pursuant to section 507.11 (A) of the Ohio Revised Code, and Section 3 of the aforementioned Resolution, the obligations incurred by the Township Administrator on behalf of the Township, or that the Township Administrator authorizes a Township Officer or Employee to incur, shall be subsequently approved by adoption of formal resolution of this Board at the next regularly scheduled Board meeting after receipt by the Township Fiscal Officer of proper voucher for the obligation or obligations incurred; and,

**WHEREAS**, this Board has been notified by the Township Fiscal Officer she is in receipt of a proper voucher or vouchers for obligations incurred by the Township Administrator or authorized Township Officer or Employees, a copy or copies of which are attached hereto.

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, at least a majority of all Trustees casting a vote concur as follows:

**Section 1.** This Board does hereby subsequently approve the obligations incurred by the Township Administrator or Township Officer or Employees on behalf of the Township, a copy or copies of the vouchers of which are attached hereto.

**Section 2.** That the Board is acting in its administrative capacity in adopting this Resolution.

**Section 3.** That the recitals contained within the Whereas Clauses set forth above are incorporated by reference herein.

**Section 4.** That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

Mr. Sams moved adoption of the foregoing Resolution, being seconded by Mr. VanDeGrift. Upon call of the roll, the following vote resulted:

Mr. VanDeGrift	YEA
Mr. Sams	YEA

Resolution adopted this 8<sup>th</sup> day of August, 2022.

CERTIFICATION:

The undersigned does hereby certify that the foregoing is a true and accurate copy of the above Resolution adopted on the aforementioned date by the Board of Township Trustees.

SIGNATURE: \_\_\_\_\_

NAME: Amanda K. Childers

TITLE: Fiscal Officer

DATE: \_\_\_\_\_

**RESOLUTION 22-08-06**

**Resolution Approving Participation in Region 14 Governance Structure  
Under The OneOhio Memorandum of Understanding**

It was moved by Mr. Sams and seconded by Mr. VanDeGrift that the following Resolution be adopted:

**WHEREAS**, the Turtlecreek Township Board of Trustees, Warren County, Ohio, is a Local Government that has adopted and approves The OneOhio Memorandum of Understanding (“The Memorandum”), which establishes a mechanism to disburse settlement proceeds from opioid litigation into Ohio’s communities to help abate the opioid crisis, including allocations to Local Governments and Regions through a statewide Foundation; and

**WHEREAS**, this jurisdiction is a participant in **Region 14** as established by The Memorandum; and

**WHEREAS**, pursuant to The Memorandum each Region shall create their own governance structure so it ensures all Local Governments have input and equitable representation regarding regional decisions including representation on the statewide Foundation Board and selection of projects to be funded from the region’s regional Share; and

**WHEREAS**, Regions have the responsibility to make submissions regarding the allocation of funds to projects that will equitably serve the needs of the entire Region; and

**WHEREAS**, it is found that the regional governance structure attached hereto as **Exhibit A** ensures all Local Governments in this Region have input and equitable representation regarding regional decisions under The Memorandum;

**NOW THEREFORE BE IT RESOLVED**, by this legislative body that:

Section 1. Subject to and effective upon the concurrence of all Local Governments (counties, cities, villages, townships) in **Region 14**, this legislative body hereby approves and enters into the regional governance agreement attached hereto as **Exhibit B**;

Section 3. It is found and determined that all formal actions of this legislative body relating to the adoption of this Resolution were adopted in an open meeting, and that all deliberations that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements;

Section 4. This Resolution is hereby declared to be an emergency measure, necessary for the preservation of the public peace, health, welfare and safety. The reason for the emergency is to ensure prompt pursuit of funds to assist in abating the opioid epidemic throughout Ohio.

Resolution adopted this 8<sup>th</sup> day of August, 2022.

**CERTIFICATION:**

The undersigned does hereby certify that the foregoing is a true and accurate copy of the above Resolution adopted on the aforementioned date by the Turtlecreek Township Board of Trustees, Warren County, Ohio.

SIGNATURE: \_\_\_\_\_

NAME: Amanda Childers

TITLE: Fiscal Officer

DATE: \_\_\_\_\_

**RESOLUTION NO. 22-08-07**

*Authorizing Increase in Micro-Purchase Threshold  
and Adopt Uniform Guidance Procurement Policy*

**Be It Resolved** by the Township Trustees of Turtlecreek Township, Warren County, Ohio

**WHEREAS**, this date, August 8, 2022, Trustee Sams moved the adoption of the following Resolution:

**WHEREAS**, the Township has received a distribution of monies (the “ARPA Funds”) from the American Rescue Plan Act of 2021 (“ARPA” or the “Act”); and

**WHEREAS**, Congress passed the Act effective March 11, 2021; and

**WHEREAS**, Section 603 created the Coronavirus Local Fiscal Recovery Fund which, among other things, appropriated money to cities, nonentitlement units of local government, and counties to mitigate the fiscal effects stemming from the public health emergency with respect to the Coronavirus Disease (Covid-19); and

**WHEREAS**, expenditure of ARPA funds is subject to the federal Uniform Guidance requirements set forth in 2 C.F.R. 200; and

**WHEREAS**, the Township is a non-Federal entity under the definition set forth in 2 C.F.R. § 200.1; and

**WHEREAS**, 2 C.F.R. 200.318 requires all recipients of federal funds to maintain documented procurement standards and policies; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(ii), a non-Federal entity may award micro-purchases without soliciting competitive price or rate quotations if the non-Federal entity considers the price to be reasonable based on research, experience, purchase history or other information and documents that the non-Federal entity files accordingly; and

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iii), a non-Federal entity is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), a non-Federal entity may self-certify on an annual basis a micro-purchase threshold not to exceed \$50,000 and maintain documentation to be made available to a Federal awarding agency and auditors in accordance with 2 C.F.R. § 200.334; and

**WHEREAS**, pursuant to 2 C.F.R. § 200.320(a)(1)(iv), such self-certification must include (1) a justification for the threshold, (2) a clear identification of the threshold, and (3) supporting documentation, which, for public institutions, may be a “higher threshold consistent with State law”; and

**WHEREAS**, under Ohio law, Townships are required to conduct competitive bidding purchases and contracts if such purchases and contracts exceed the following threshold:

1. Purchase of materials, machinery and tools to be used in constructing, maintaining and repairing roads and culverts, where the amount involved exceeds \$50,000. R.C. 5549.21.
2. Contracts for the maintenance or repair of roads, where the amount involved exceeds \$45,000. The board must advertise once, not later than two weeks prior to the letting of the contract, in a newspaper of general circulation in the township. The award must be to the lowest responsible bidder. R.C. 5575.01.
3. Contracts for the construction and erection of a memorial building or monument when the amount involved exceeds \$50,000. R.C. 511.12(B).
4. Contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication estimated to exceed \$50,000. R.C. 505.37 and 505.376.
5. Contracts for street lighting systems where the cost exceeds \$50,000. R.C. 515.01.
6. Contracts for street lighting improvements where the cost exceeds \$50,000. The board shall accept the lowest and best bid, if the successful bidder meets the requirements of section 153.54 of the Revised Code. The board may reject all bids. R.C. 515.07.
7. Contracts for building modifications for energy savings pursuant to R.C. 505.264, where the estimated cost exceeds \$50,000 (with certain exceptions). Award must be to the lowest and best bidder in accordance with the provisions of R.C. 307.86 to 307.92.
8. Contracts for private sewage collection tiles where the cost exceeds \$50,000. R.C. 521.05. The successful bidder must meet the requirements of R.C. 153.54.

**WHEREAS**, pursuant to 2 C.F.R. 200.320(a)(1)(iv), the Township desires to adopt higher micro-purchase thresholds than those identified in 2 C.F.R. §§200.67, 200.321(a), and 48 C.F.R. § 2.101.

**NOW THEREFORE**, it is hereby RESOLVED by the Board that:

1. In compliance with the Uniform Guidance, and specifically 2 C.F.R. 200.318, the Township adopts the attached Uniform Guidance Procurement Policy to be used for all expenditures of ARPA funds.

2. In accordance with 2 C.F.R. § 200.320(a)(1)(iv) and the applicable provisions of Ohio law, the Township hereby self-certifies the following micro-purchase thresholds, each of which is a “higher threshold consistent with State law” under 2 C.F.R. §200.320(a)(1)(iv)(C) for the reasons set forth in the recitals to this resolution:

- A. \$50,000 for the purchase of materials, machinery and tools to be used in constructing, maintaining and repairing roads and culverts;
- B. \$45,000 for contracts for the maintenance or repair of roads;
- C. \$50,000 for contracts for the construction and erection of a memorial building or monument;
- D. \$50,000 for contracts for equipment for fire protection, mechanical resuscitation, underwater rescue and recovery, and communication;
- E. \$50,000 for contracts for street lighting systems;
- F. \$50,000 for contracts for street lighting improvements;
- G. \$50,000 for contracts for building modifications for energy savings, subjects to the exceptions set forth in R.C. 307.86 to 307.92; and
- H. \$50,000 for contracts for private sewage collection tiles.

2. The self-certification made herein shall be effective as of the date hereof and shall be applicable until the end of the current fiscal year of the Township, but shall not be applicable to Federal financial assistance awards issued prior to August 8, 2022, including ARPA funds.

3. In the event that the Township receives funding from a federal grantor agency that adopts a threshold more restrictive than those contained herein, the Township shall comply with the more restrictive threshold when expending such funds.

4. The Township shall maintain documentation to be made available to a Federal awarding agency, any pass-through entity, and auditors in accordance with 2 C.F.R. § 200.334.

Trustee VanDeGrift seconded the Motion, and thereupon, the votes in favor of this Resolution were recorded and reflected by the signatures hereto.

**BE IT FURTHER RESOLVED:** that it is hereby found and determined that all formal actions of this Township concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Township Trustees, and that all deliberations of the Township Trustees and any of its committees that resulted in such formal action, were in a meeting open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

*Adopted the 8th day of August, 2022.*

*James VanDeGrift  
Jonathan D. Sams  
Township Trustees*

“YEA”  
“YEA”

Attest: \_\_\_\_\_  
*Township Fiscal Officer*

**RESOLUTION 22-08-08  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**HIRE MATTHEW GRAY EFFECTIVE AUGUST 24, 2022  
AS A FULL TIME EMT - PARAMEDIC**

**WHEREAS**, a position of “Full Time Paramedic” has been posted within the Turtlecreek Township Fire Department/Emergency Medical Service, and

**WHEREAS**, the Fire Chief and Assistant Chief of Turtlecreek Township Fire Department and Emergency Medical Service have recommended that Matthew Gray be hired as a Full Time EMT - Paramedic working 24-hour shifts; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the hiring of Matthew Gray for the position of Full-Time EMT - Paramedic, effective hire dated of August 24, 2022 at the rate of \$17.00 per hour. Mr. Gray’s hours of work will be 24 hours shifts every third day.

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 8<sup>th</sup> day of August, 2022

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 22-08-09  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**SCHEDULING STATUS CHANGE FOR  
CHRIS BARTESKO, ALEX BELTRAN,  
JESSICA CONWAY AND SHANNON DEYE EFFECTIVE  
AUGUST 1, 2022**

**WHEREAS**, Chris Bartesko, Alex Beltran, Jessica Conway and Shannon Deye were hired as part-time EMS positions required to work a 24-hour shift per pay period; and

**WHEREAS**, the department has requested a status change in the above listed employees by the Fire Chief and Assistant Chief of Turtlecreek Township to 24-hours per month; and

**NOW THEREFORE BE IT RESOLVED**, the Turtlecreek Township Board of Trustees hereby approves the status change in scheduling for the above listed employees be effective August 1, 2022.

Mr. Sams moved for adoption of the foregoing resolution, seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the resolution passed.

Adopted this 8<sup>th</sup> day of August, 2021

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

Attest: \_\_\_\_\_ Chief Fiscal Officer

**RESOLUTION 22-08-10  
TURTLECREEK TOWNSHIP  
WARREN COUNTY, OHIO**

**WHEREAS**, the Fire department has a need to purchase two (2) sets of turnout gear from Fire Safety Services, Inc at the approximate cost of \$6,607.63; and

**WHEREAS**, the source of the funds to purchase the two (2) sets of turnout gear from Fire Safety Services, Inc will be the 2192 Fire Fund (2192-220-599-0020 Other Expenses Turn Out Gear); and

**THEREFORE, BE IT RESOLVED** by the Board of Trustees of Turtlecreek Township, Warren County, Ohio, that they shall approve the purchase of two (2) sets of turnout gear.

Resolution was initiated by Mr. Sams and seconded by Mr. VanDeGrift. All voiced a “YEA” vote and the motion was passed.

Adopted this 8<sup>th</sup> day of August, 2022

Signed: \_\_\_\_\_ “YEA”

\_\_\_\_\_ “YEA”

Attest: \_\_\_\_\_ Chief Fiscal Officer

**AMENDED PERMANENT  
22-08-11  
TOWNSHIP ANNUAL APPROPRIATION  
RESOLUTION**

The **Board of Trustees** of TURTLECREEK TOWNSHIP, in WARREN COUNTY, OHIO met in REGULAR session on the 8<sup>th</sup> day of August, 2022, at the TOWNSHIP MEETING HALL with the following members present:

JIM VANDEGRIFT

JONATHAN D. SAMS

Mr. Sams moved the adoption of the following Resolution:

**BE IT RESOLVED** by the *Board of Trustees* of TURTLECREEK

TOWNSHIP, WARREN COUNTY, OHIO that to provide for the current expenses and other expenditures of said Board of Trustees, during the fiscal year, ending **December 31, 2022**, the following sums be and the same are hereby set aside and **appropriated** for the several purposes for which expenditures are to be made for and during said fiscal year,

as follows, viz:

Mr. VanDeGrift seconded the **Resolution** and the roll being called upon its adoption the vote resulted as follows:

MR. JIM VANDEGRIFT "YEA"

MR. JONATHAN D. SAMS "YEA"

**Adopted** August 8, 2022

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Board of Township Trustees Fiscal Officer

**THE STATE OF OHIO, WARREN COUNTY, ss:**

I, AMANDA K. CHILDERS Fiscal Officer of the Board of Trustees of Turtlecreek Township, in Warren County Ohio, and in whose custody the Files, Journals and Records of said Board are required by the Laws of the State of Ohio to be kept, do hereby certify that the foregoing **Annual Revised Permanent Appropriation Resolution** is taken and copied from the original Resolution now on file with said Board, that the foregoing Resolution has been compared by me with the said original and that the same is a true and correct copy thereof.

**WITNESS** my signature, this 8<sup>th</sup> day of August, 2022.

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Township Fiscal Officer

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**ANNUAL APPROPRIATION  
REVISED PERMANENT  
RESOLUTION  
BOARD OF TOWNSHIP TRUSTEES**

Turtlecreek Township,

Warren County, Ohio.

Passed August 8, 2022

For the Fiscal Year Ending  
December 31st, 2022

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Filed \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
Deputy

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End of Minutes.